



State of Arizona  
**Department of Education**

**Tom Horne**  
Superintendent of  
Public Instruction

**CN# 41-06**

**MEMORANDUM**

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**To:** School Health & Nutrition Program Sponsors

**From:** Mary Szafranski, Deputy Associate Superintendent  
Arizona Department of Education, Health & Nutrition Services

Katrina Klatt, NSLP Nutrition Director  
Arizona Department of Education, School Health & Nutrition Programs

**Date:** June 20, 2006

**RE:** Special Assistance Application Questions

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This Memorandum is for ALL National School Lunch Program sponsors who intend to operate Special Assistance Provision 2 and 3 for School Year 2006-2007. The Special Assistance Application originally was paper based and will now be completed through the Sponsor and Site Application on CNP Web. Listed below are the new Special Assistance questions:

**New Sponsor Application questions under Section 5 General Questions**

1. Special Assistance Participation Status: Answer choices (from drop down list):
  1. Not Participating in Special Assistance
  2. Base Year for Special Assistance Provision 2
  3. Base Year for Special Assistance Provision 3
  4. Special Assistance Provision 2 (Non-Base Year)
  5. Special Assistance Provision 3 (Non-Base Year)

In order to operate either Provision 2 or 3 you must select a Special Assistance option (numbers 2-5). Special Assistance participation can only start prior to the first day of operation.

2. How many sites do you wish to enroll in the Special Assistance Program? Enter the number of sites that will operate Provision 2/3 for Breakfast and/or Lunch.

3. Have you attended the A+ School Lunch and Provision 2 and 3 training prior to the first operating day of the Base Year? Answer choices (from drop down list): Yes or No

All Provision 2 or 3 BASE YEAR Sponsors MUST attend the A+ School Lunch and Provision 2 and 3 training. To register for the Provision 2 and 3 training visit [www.ade.az.gov/onlineregistration](http://www.ade.az.gov/onlineregistration)

4. Do you have means to run a self-supporting Food Service Department (sponsors may not supplement meal service operations with any federal funds other than USDA)? Answer choices (from drop down list): Yes or No

5. Have you read and understood the requirements of Special Assistance Provision 2 and 3 (see handbook)? Answer choices (from drop down list): Yes or No

Handbook can be found at [www.ade.az.gov/health-safety/cnp/SA/](http://www.ade.az.gov/health-safety/cnp/SA/)

### **New Site Application questions**

#### **Section 8 School Breakfast Program**

1. Special Assistance Meal Participation Status: Answer choices (from drop down list):
  1. Not Participating (in the Breakfast Program)
  2. Regular
  3. Base Year for Special Assistance Provision 2
  4. Base Year for Special Assistance Provision 3
  5. Special Assistance Provision 2 (Non-Base Year)
  6. Special Assistance Provision 3 (Non-Base Year)

#### **Section 9 School Lunch Program**

1. Special Assistance Meal Participation Status: Answer choices (from drop down list):
  1. Not Participating (in the Lunch Program)
  2. Regular
  3. Base Year for Special Assistance Provision 2
  4. Base Year for Special Assistance Provision 3
  5. Special Assistance Provision 2 (Non-Base Year)
  6. Special Assistance Provision 3 (Non-Base Year)

Note: Provision 2 MUST be non-pricing for the Base Year and the Non-Base Years. Provision 3 may be non-pricing for the Base Year however MUST be non-pricing for the Non-Base Years.

If you have any questions regarding this memorandum, please contact your assigned Program Specialist at 602-542-8700.